

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CHOSEN  
FREEHOLDERS HELD ON TUESDAY, NOVEMBER 24, 2015 AT 4:30 P.M.  
IN THE COUNTY ADMINISTRATION BUILDING  
4 MOORE ROAD  
CAPE MAY COURT HOUSE, NEW JERSEY**

The meeting convened with Director Thornton presiding and the following members answering roll call:

Freeholders Desiderio, Gabor, Hayes, Morey and Thornton (5)

**STATEMENT OF DIRECTOR**

“This is a notice read pursuant to the requirements of the “Open Public Meetings Act.” At least 48 hours advance notice of this meeting has been provided by posting of the same in writing on the bulletin boards in the County Administration Building, and the County Clerk’s Office and mailing a copy of the notice to the Cape May County Herald and the Atlantic City Press and filing the same with the County Clerk, all being done on Monday, January 5, 2015.”

**MOMENT OF SILENCE**

**FLAG SALUTE**

**MINUTES – MOTION TO APPROVE MINUTES OF 11/10/15 REGULAR MEETING**  
FH Desiderio moved/ FH Hayes seconded

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X				X	
Ms. Gabor	X					
Ms. Hayes	X					X
Mr. Morey	X					
Mr. Thornton	X					

**COMMUNICATIONS:** None.

**REPORTS:**

- 1) COUNTY ENGINEER: Dale Foster had no report but wished everyone a Happy Thanksgiving.
- 2) COUNTY COUNSEL: Jim Arsenault had no report.
- 3) COUNTY TREASURER: Francine Springer had no report.

**FREEHOLDER REPORTS:**

1) FREEHOLDER MOREY: Mr. Morey reported that the New Jersey Institute of Technology (NJIT) received a Certificate of Authorization (COA) for operations out of Cape May County Airport. Some of the research that they're interested in doing in the area of emergency management will be supported by that he stated. Of course, the County and the Delaware River and Bay Authority (DRBA) will have to come to an agreement with them in terms of use of the facility but it's still good news in terms of emergency management he further stated.

He also reported, spin-off groups from the Unmanned Aerial Systems (UAS) Symposium continue to work on furthering UAS operations out of the airport. The DRBA is in the process of completing the office space at the airport where meetings will be hosted for those having interest in utilizing the airport facilities.

Erin Ridgway, Cape May County Teacher of the Year 2015-16 was honored and presented with a framed resolution from the Board of Chosen Freeholders. Her husband, Joseph and children Kyra and Gavin were present as well as Interim

MINUTES OF A REGULAR MEETING HELD NOVEMBER 24, 2015 (CONTINUED)

Executive County Superintendent Dr. Richard Stepura and Superintendent John K. Kummings, Wildwood Public Schools whom offered comments.

2) FREEHOLDER GABOR: Ms. Gabor reported on two events, cosponsored by the County Department of Human Services with Cape Counseling and Cape Assist. The first took place on November 12<sup>th</sup> and focused on ADHD and drug use. Over 50 parents and professionals attended. The presenter was Dr. Buzz Mingin. The second is an upcoming Recovery Coaching Workshop to be held on December 11<sup>th</sup> in the Freeholder Meeting Room at the County Administration Building. At least 50 attendees are expected for that event as well.

She attended a meeting last week with Camden, Gloucester and Cumberland County officials focused on an Addiction Awareness Task Force started in Camden County. Many suggestions and ideas were brought forth some of which could be implemented in Cape May County. The freeholder would be making a presentation during the December 8<sup>th</sup> Freeholder Meeting on the information gathered and what was learned at that meeting she relayed.

3) FREEHOLDER HAYES: Ms. Hayes reported on some recent events of which she was a part. She attended an Eagle Scout Court of Honor for Nicholas Schalek of Dennisville on November 14<sup>th</sup> and also spoke at the Wildwood Vietnam Memorial Wall, site of Sean McBride's Eagle Scout Project; a monument dedicated to Vietnam Veterans who made it home, on November 21<sup>st</sup>. Her attendance at these events have helped her to see and be amazed by what the Eagle Scouts do to honor the military and veterans she stated.

The freeholder reported she attended her 1<sup>st</sup> meeting last week as member of the Child Abuse and Neglect Task Force in New Brunswick. It was really interesting and she was very excited to be part of it as many exciting things are planned in the future for the task force. She wished everyone a great Thanksgiving.

4) FREEHOLDER DESIDERIO: Mr. Desiderio wished everyone a very Happy Thanksgiving and asked everyone to have a special remembrance of all the brave men and women who are serving us throughout the world. Also remember with a special prayer all the brave men and women who are serving us in law enforcement as well he added.

5) FREEHOLDER THORNTON: Director Thornton was happy to note a resolution on the agenda tonight authorizing the Code Blue Policy and outlining procedure for the policy.

He reported space was found at the airport to house offices for the Civil Air Patrol. This came about through a request by Freeholder Morey around a month ago for this group which provides important services to the County after emergency events he explained. They had been searching for space to set up offices.

Director Thornton wished everyone a Happy Thanksgiving and asked for remembrance of military who are sent out in harm's way.

**RESOLUTIONS:**

**INTRODUCED BY MR. DESIDERIO, SECONDED BY MS. HAYES**

940-15 Resolution reappointing Elizabeth Bozzelli as Clerk of the Board of Chosen Freeholders.

(This Resolution authorizes the reappointment of Elizabeth Bozzelli as Cape May County Clerk of the Board of Chosen Freeholders for a term of three years, term to expire November 30, 2018.)

MINUTES OF A REGULAR MEETING HELD NOVEMBER 24, 2015 (CONTINUED)

- 941-15 Resolution awarding contract to Edmunds and Associates for financial accounting software in the amount of \$86,243.96.  
(This Resolution awards a 5 year contract to Edmunds & Associates thru State contact number 89851 for financial accounting software in the amount of \$86,243.96; Contract term is 11/25/2015 thru 11/24/2020.)
- 942-15 Resolution appointing certain County employees to their permanent position in their respective offices (Purchasing).  
(This Resolution is appointing County employees from a New Jersey Civil Service Commission Certification which makes them permanent in their titles.)
- 943-15 Resolution appointing certain County employees to their permanent position in their respective offices (Emergency Management).  
(This Resolution is appointing County employees from a New Jersey Civil Service Commission Certification which makes them permanent in their titles.)
- 944-15 Resolution to provide for the bi-weekly payment of salaries to Officers and Employees.  
(This Resolution designates the bi-weekly pay schedule for Cape May County employees for the Year 2016.)
- 945-15 Resolution authorizing application to New Jersey Department of Law and Public Safety Division of Criminal Justice for S.A.R.T./F.N.E. Program in the amount of \$60,638.00.  
(This Resolution authorizes application for funding in the amount of \$60,638.00 (\$48,511.00 Federal and \$12,127.00 InKind Match provided by Cape Regional Medical Center) through the Victims of Crime Act (VOCA) Grant to support victim service projects for the period of 10/1/15 to 9/30/16.)
- 946-15 Resolution Transferring Funds 2015 Budget.  
(This Resolution authorizes the transfer of funds from one department to another department.)
- 947-15 Resolution amending Contract No. 15-173 with Franklin Alarm Company, Inc., for maintenance of fire alarm systems for County of Cape May.  
(This Resolution amends Resolution No. 848-15 with Franklin Alarm Company, Inc., to add the Upper Township Senior Center, remove the Quonset Hut and change the service address for the Sea Isle Library for maintenance of fire alarm systems effective November 24, 2015 through the remainder of the contract.)
- 948-15 Resolution authorizing the Board to hold a meeting excluding the public on November 24, 2015 at 3:30 p.m. or as soon thereafter as possible or as practicable. Matters falling within the attorney-client privilege and personnel matter(s).  
(This Resolution authorizes the Board of Chosen Freeholders to conduct a meeting excluding the public at the stated time in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-1, et seq.)
- 949-15 Resolution adopting the Cape May County Code Blue Emergency Policy.  
(This Resolution authorizes the County to adopt a Code Blue Emergency Policy.)
- 950-15 Resolution authorizing execution of a Training Reimbursement Agreement with Eric Munyon.  
(This Resolution authorizes a Training Reimbursement Agreement between the County and Eric Munyon.)

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X				X	
Ms. Gabor	X					
Ms. Hayes	X					X
Mr. Morey	X					
Mr. Thornton	X					

**INTRODUCED BY MS. GABOR, SECONDED BY MR. MOREY**

- 951-15 Resolution granting and amending various Leaves of Absence to County Employees.  
(This Resolution authorizes County Employees to be placed on a Leave of Absence in accordance with the County Leave of Absence Policy and the Family Medical Leave Act (FMLA).)
- 952-15 Resolution appointing certain County employees to their permanent position in their respective offices (Mosquito Control).  
(This Resolution is appointing County employees from a New Jersey Civil Service Commission Certification which makes them permanent in their titles.)
- 953-15 Resolution approving the monthly disbursements from the Department of Social Services for the TANF, General Assistance and Clearing Accounts.  
(This Resolution accepts and approves the monthly disbursement for the TANF, General Assistance and Clearing Accounts as submitted by the fiscal department of Social Services.)
- 954-15 Resolution authorizing Event Lease Agreement with Greater Wildwoods Tourism Improvement and Development Authority for 'We Check For 21'.  
(This Resolution authorizes an event and equipment lease agreement with GWITDA for a conference to be held on June 14, 2016 at the Wildwood Convention Center in the amount of \$750.00.)
- 955-15 Resolution amending the 2015 Budget for the Local Core Capacity for Public Health Emergency Preparedness Grant #PHLP16LNC005 in the amount of \$2,100.00.  
(This Resolution amends the 2015 Budget for the Local Core Capacity for Public Health Emergency Preparedness Grant in the amount of \$2,100.00, funding for JEM POD Lead Project.)
- 956-15 Resolution amending the 2015 Budget for 2015 Family Planning Program Income in the amount of \$8,880.05.  
(This Resolution amends the 2015 Budget in the amount of \$8,880.05, which represents funds collected for the period from clients.)
- 957-15 Resolution accepting MIPPA 2015 Medicare Special Benefits Outreach and Enrollment Assistance Grant between State of New Jersey Department of Human Services and County of Cape May in the total amount of \$40,000.00.  
(This Resolution accepts funding from the State of New Jersey Department of Human Services in the amount of \$40,000.00.)
- 958-15 Resolution amending the 2015 Budget for the MIPPA 2015 Medicare Special Benefits Outreach and Enrollment Assistance Grant in the amount of \$40,000.00.  
(This Resolution amends the 2015 Budget for the MIPPA 2015 Grant in the amount of \$40,000.00, funding for outreach services in an effort to inform and enroll individuals in the Medicare Savings Program (MSP), Medicare Part D Low Income Subsidy (LIS) and Medicare D.)
- 959-15 Resolution extending Home Health Care administration and Management Services Contract with Cape Regional Medical Center/Visiting Nurse Association of Central Jersey to March 31, 2016.  
(This Resolution extends the Home Health Care Services Administration and Management contract with Cape Regional Medical Center/VNA to March 31, 2016.)
- 960-15 Resolution authorizing a Settlement Agreement and Release with Judith White, as Administrator of the Estate of Wilhelmenia Brant.  
(This Resolution authorizes a pre-suit settlement with the Estate of Wilhelmenia Brant for any and all claims in the amount of \$200,000.00 to be paid by insurance carrier.)

MINUTES OF A REGULAR MEETING HELD NOVEMBER 24, 2015 (CONTINUED)

- 961-15 Resolution authorizing application to Department of Children and Families Division of Child Protection and Permanency for 2016 Grant Funds for Human Services Advisory Council for a total amount of \$212,907.00.  
(This Resolution authorizes application for funding for the following grant from 1/1/16 through 12/31/16: Human Services Advisory Council in the amount of \$212,907.00.)

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X					
Ms. Gabor	X				X	
Ms. Hayes	X					
Mr. Morey	X					X
Mr. Thornton	X					

**INTRODUCED BY MS. HAYES, SECONDED BY MR. DESIDERIO**

- 962-15 Resolution supplementing the 2015 Salary Resolution and approving appointments and salaries.  
(This Resolution authorizes the hiring of new County employees, temporary assignment pay, salary changes or corrections, title changes and promotions of County employees when applicable.)
- 963-15 Resolution reappointing William Hutchinson as a member to the Cape May County Library Commission.  
(This Resolution authorizes the reappointment of William Hutchinson as a member to the Cape May County Library Commission for a term to expire December 31, 2019.)
- 964-15 Resolution appointing members and reappointing members to the Local Citizens Transportation Advisory Committee.  
(This Resolution appoints and reappoints members to the Local Citizens Transportation Advisory Committee.)
- 965-15 Resolution urging the study and consideration of a plan and program arming security at Atlantic Cape Community College.  
(This Resolution urges the study and consideration of a plan and program arming security at Atlantic Cape Community College.)
- 966-15 Resolution amending Resolution No. 925-15 amending the 2015 Budget for FY16 Cooperative Marketing Grant in the amount of \$20,500.00.  
(This Resolution amends the 2015 Budget in the amount of \$20,500.00, with Matching funds of \$5,125.00, for a total of \$25,625.00, funding to be used to promote tourism opportunities in New Jersey to out-of-state markets.)
- 967-15 Resolution amending the 2015 Budget for the Fare Free Transportation Social Services Block Grant for the period 7/1/15 to 6/30/16 in the amount of \$222,180.00.  
(This Resolution amends the 2015 Budget in the amount of \$222,180.00 with Matching Funds in the amount of \$48,881.00, to provide special initiative transportation services.)
- 968-15 Resolution authorizing Grant Agreement with the State of New Jersey Department of Human Services Division of Family Development in the amount of \$222,180.00.  
(This Resolution accepts grant funds from the State of New Jersey Department of Human Services Division of Family Development in the amount of \$222,180.00 for the period 7/1/15 to 6/30/16 for the purpose of providing special initiative transportation services.)
- 969-15 Resolution authorizing settlement of claim petitions with Petro Cohen Petro Matarazzo, PC and the County of Cape May on behalf of Allen Gurdgiel for work-related injury.  
(This Resolution authorizes a Court-ordered settlement in the amount of \$5,292.00 and \$15,000.00 (Section 20) to a Library employee who filed claims for injury while employed with the County.)

MINUTES OF A REGULAR MEETING HELD NOVEMBER 24, 2015 (CONTINUED)

- 970-15 Resolution extending County Contract No. 10-225 with Browntech, Inc., to June 30, 2016.  
(This Resolution extends the proprietary Browntech document management system with Browntech, Inc., to June 30, 2016.)

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X					X
Ms. Gabor	X					
Ms. Hayes	X				X	
Mr. Morey	X					
Mr. Thornton	X					

**INTRODUCED BY MR. MOREY, SECONDED BY MS. GABOR**

- 971-15 Resolution congratulating Erin Ridgway on being named 2015-2016 Cape May County Teacher of the Year.  
(This Resolution honors a local Teacher of the Year chosen annually by the County Superintendent of Schools who also submits the honoree’s name to the NJ Department of Education for consideration as state-level Teacher of the Year.)
- 972-15 Resolution accepting check from USAA Insurance Company in the amount of \$889.64 for property loss due to vehicle accident.  
(This Resolution accepts payment for a traffic sign damaged during a motor vehicle accident on March 29, 2015.)
- 973-15 Resolution approving contract documents for Commonwealth Avenue (CR619), Resurfacing Improvements from Sea Isle City Border to Corsons Inlet Bridge and authorizing the Clerk of the Board to advertise for bids for same.  
(This Resolution approves contract documents and authorizes advertisement.)
- 974-15 Resolution closing the contract and accepting the work of Maser Consulting, P.A. for Geotechnical Engineering Services for Cape May County Correctional Facility.  
(This Resolution accepts the work and closes the contract.)
- 975-15 Resolution granting permission to the Lower Township Rotary Club to close a portion of Bayshore Road (CR603) in the Township of Lower on December 12, 2015 for their 34<sup>th</sup> Annual Christmas Parade.  
(This Resolution gives permission to the Lower Township Rotary to close a portion of Bayshore Road (County Road No. 603) for their 34<sup>th</sup> Annual Christmas parade on December 12, 2015.)
- 976-15 Resolution authorizing application for Road Opening Permit to South Jersey Gas Company for Landis Avenue (CR619), City of Sea Isle City.  
(This Resolution authorizes South Jersey Gas Company for a gas main renewal on Landis Avenue (CR619), City of Sea Isle City. Work will be completed promptly.)
- 977-15 Resolution authorizing Modification No. 1 in the amount of \$16,350.00 to the professional engineering services associated with Urban Engineers, Inc. for Ocean Drive (CR619) Resurfacing Improvements at 29<sup>th</sup> Street to 80<sup>th</sup> Street, Borough of Avalon.  
(This Resolution increases the ceiling amount of Urban Engineers, Inc. professional services agreement.)

MINUTES OF A REGULAR MEETING HELD NOVEMBER 24, 2015 (CONTINUED)

- 978-15 Resolution accepting proposal of Stantec Consulting Services Inc. in the amount of \$29,748.49 for professional engineering services for Permanent Electronic Message Signs for Ocean Drive (CR619) at Townsends Inlet, Borough of Avalon.  
(This Resolution accepts the proposal of Stantec Consulting Services Inc. in the amount of \$29,748.49 for the design and contract document preparation for permanent electronic message signs to alert motorists when Ocean Drive (CR619) at Townsends Inlet in Avalon is closed to traffic. Stantec Consulting Services Inc. is one of the consultants in the professional traffic and roadside safety engineering pool of consultants established by the Fair and Open Process.)
- 979-15 Resolution authorizing use of competitive contracting to provide professional construction engineering services for Commonwealth Avenue (CR621) Resurfacing Improvements, Township of Upper.  
(This Resolution authorizes the use of competitive contracting process pursuant to N.J.S.A. 40A:11-4.1(3)i for selecting consultants for professional engineering services.)
- 980-15 Resolution authorizing Change Order No. 1 in the amount of \$8,834.82 to TNT Construction Co., Inc. for Main Library Additions and Alterations.  
(This Change Order is the result of additional work needed to complete the project.)
- 981-15 Resolution authorizing Change Order No. 3 in the amount of \$2,776.00 to GBI, Inc. t/a Thermal Piping to replace plumbing piping systems and decentralization of the heating and cooling plants at the Crest Haven Nursing Home and Rehabilitation Center.  
(This Change Order is the result of extra labor and material required for piping the condensate drains in the Lobby.)
- 982-15 Resolution accepting proposal of Stantec Consulting Services Inc. in the amount of \$89,224.79 for professional engineering services required for Design of Intersection Improvements on Woodbine-Ocean View Road (CR550) and US Route 9 in the Township of Dennis.  
(This Resolution accepts the proposal of Stantec Consulting Services Inc. in the amount of \$89,224.79 to provide engineering services to design and develop contract documents for intersection improvements for Woodbine-Ocean View Road (CR550) and US Route 9 in the Township of Dennis.)
- 983-15 Resolution authorizing Change Order No. 1-Final in the amount of \$14,710.38 to South State, Inc. for Gerald M. Thornton Way Improvements, Crest Haven Complex, Township of Middle.  
(This Resolution authorizes a change order for as built conditions and additional concrete sidewalk construction.)
- 984-15 Resolution authorizing Modification No. 4 in the amount of \$1,476,200.00 to the Professional Services Agreement with Tetra Tech, Inc. for Professional Engineering and License Site Remediation Services at the Cape May County Airport.  
(This Resolution increases the ceiling amount of Tetra Tech, Inc. professional services agreement for remediation at the Cape May County Airport.)
- 985-15 Resolution authorizing Change Order No. 1 in the amount of \$34,015.05 to South State, Inc. for New Jersey Avenue (CR621) Section 2 Resurfacing Improvements from Young's Avenue to 26<sup>th</sup> Avenue, City of Wildwood.  
(This Change Order is due to extra work to address drainage, buried manhole and driveway/parking lot pavement modifications.)
- 986-15 Resolution authorizing execution of a Shared Services Agreement between the County of Cape May and the Cape May County Bridge Commission.  
(This Resolution authorizes a SSA with the CMC Bridge Commission to provide for the sharing of responsibilities and financial and operating obligations involved in connection with the County Bridge Facilities.)

MINUTES OF A REGULAR MEETING HELD NOVEMBER 24, 2015 (CONTINUED)

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X					
Ms. Gabor	X					X
Ms. Hayes	X					
Mr. Morey	X				X	
Mr. Thornton	X					

**Addition:**

**INTRODUCED BY MS. HAYES, SECONDED BY MR. DESIDERIO**

987-15 Resolution amending the Cape May County Motor Vehicle Operation Policy.  
(This Resolution amends the Cape May County Motor Vehicle Operation Policy.)

MOTION TO PAY BILLS: FH Desiderio moved/FH Hayes seconded

General Fund	5,161,774.42
Grant Fund	215,085.68
Crest Haven Trust	.00
Motor Vehicle Trust	19,172.00
Health Trust	100.00
CMC Zoo Trust	22,364.34
Workers Compensation	81,590.70
Open Space Dedicated Fund	9,126.30
Self Insurance Trust	1,520,979.20
Capital Improvements	824,073.19
Social Services Auth Bill List	363,677.26

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X				X	
Ms. Gabor	X					
Ms. Hayes	X					X
Mr. Morey	X					
Mr. Thornton	X					

PUBLIC COMMENTS: No public comment.

ADJOURN: 5:15 P.M. FH Desiderio moved/FH Hayes seconded.

Freeholders	Ayes	Nays	Abstain	Absent	Motion	Second
Mr. Desiderio	X				X	
Ms. Gabor	X					
Ms. Hayes	X					X
Mr. Morey	X					
Mr. Thornton	X					

APPROVED

ATTEST:

\_\_\_\_\_  
DIRECTOR

\_\_\_\_\_  
CLERK OF THE BOARD